

Who is the 401k Provider?

Fidelity Services is the Administrator on the plan and Morgan Stanley is our Investment Company.

What is Exelixis' 401k plan number?

19473

How do I set up my 401K account?

Once fully processed, you will receive an email from Fidelity regarding setting up your account.

I'd like to rollover money from a former 401k plan. When and how can I go about doing this?

You can rollover money into Exelixis' 401k Plan at any time.

You may be permitted to roll over assets into this Plan from a previous employer's retirement Plan or an IRA. To complete a rollover in the Plan contact Fidelity at 1-800-294-4015 to start the process.

Does Exelixis match my contributions?

Yes, Exelixis matches 100% of the first \$11,000 you contribute for pretax and/or Roth contributions.

When does the employer match vest?

Employer match vest immediately.

What is the maximum annual contribution for 401k?

Employees may contribute up to 50% of their salary to the 401k plan. Employees under age 50 may contribute up to the IRS Annual Maximum towards their 401k plan (employer contributions do not count towards the IRS Annual Maximum). Employees age 50 and older are allowed to contribute an additional amount towards their 401k plan. You can view the IRS Annual Maximum on the Benefits Microsite.

How does the employer match work?

The match happens on the first \$11,000 that an employee contributes each calendar year. So if you contribute \$1,000 a paycheck you'll have 19 paychecks then one at \$500. The company match will be \$1,000 for the first 11 pay dates.

Will the system stop my contributions when I hit the max for the year?

Yes, if you set your contribution amount to a higher rate at which you will hit the annual max before the year end, the payroll system will automatically stop future deductions from occurring.

Where can I see what my current pre-tax contributions are?

You can view your account at Fidelity to see your current pre-tax contributions. Please visit www.netbenefits.com or 1-800-294-4015.

If we set the amount to be contributed so that a full year of contributing at that rate would be more than the IRS limit, will payroll automatically stop the contributions once the cap is hit?

Workday will stop at the IRS limit even if there are pay dates remaining in the calendar year.

Who do I need to inform about my previous 401K contributions for the year?

Email payroll@exelixis.com and let them know how much you have already contributed to your 401K plan prior to joining Exelixis so that they can put a stop on your contributions when you reach the annual max.

For the ROTH 401k, who do I alert to establish the correct amount to be withdraw from my paycheck so that I don't exceed my annual limit for my ROTH 401k + After tax 401k?

If you have contributed to a 401K plan in the same calendar year, prior to joining Exelixis, please inform payroll@exelixis.com of the amount you have already contributed so that they can set up your account to not go over the IRS limits. You will still need to login to Fidelity to make your contribution elections for Pre-tax, ROTH, and After-tax.

When can I change my contribution percentage for my 401K?

You can change your 401k percentage anytime you want through Fidelity's website. by logging onto Fidelity's website at www.netbenefits.com.

How do I change my beneficiaries?

The process is completed directly with Fidelity by logging onto Fidelity's website at www.netbenefits.com or calling 1-800-294-4015.

How to change my employee contribution on my bonus checks?

Effective November 1, 2021 employees will need to make a separate election directly with Fidelity by logging onto Fidelity's website at www.netbenefits.com for contributions to be taken from their bonus checks.

What is the Automated Roth In-Plan Conversion?

The Automated Roth In-Plan Conversion service allows you to automatically convert your After-Tax contribution, if enrolled, to your Roth In-Plan Conversion account at regular intervals, once you sign up.

What do I need to do?

Contact Fidelity at 866-956-3193 to set up or initiate a ROTH In Plan Conversion of your After Tax contributions.

If you would like additional information on what the ROTH In Plan Conversion feature is please reach out to Anne Seto or 401k Financial Advisor at Morgan Stanley. She can be reached at 925-253-5340 or anne.seto@morganstanley.com .

Things to note:

- If you are enrolled in the After-Tax contribution option and you sign up for this service, your **new** After-Tax contributions (any After-Tax contributions **AFTER** you sign up for the service) are automatically converted to your Roth In-Plan Conversion account at regular intervals.
- If you have an existing After-Tax Contribution balance that has not been converted prior to signing up for this service, you will still need to instruct Fidelity to move those After-Tax dollars into your Roth In-Plan Conversion account. You will need to contact Fidelity directly at 1-800-294-4015 to move existing After-Tax Contributions (Source 13) to your ROTH In-Plan Conversion (Source 10).
- The Automated Roth In-Plan Conversion service **only moves** the After-Tax contributions to the Roth In-Plan Conversion account within the Exelixis Inc. 401(k) plan. If you prefer to move the monies to an external Roth IRA you will have to initiate that request separately.
- If you miss the March 2, 2021 deadline, you can elect this service at any time by calling Fidelity directly.
- If you want to opt-out of this feature once enrolled, you can do so at any time by calling Fidelity directly.

Can I take a loan from my Account?

Loans from your Plan account are also available. Generally, you may borrow the lesser of 50% of your vested account balance or \$50,000. Any outstanding loan balances over the previous 12 months may reduce the amount you have available to borrow, as well as additional restrictions in your Plan's loan policy. The minimum amount you may borrow is \$1,000. Loan repayments (plus interest) to your Plan account are generally automatically deducted from your pay through after-tax payroll deduction. You may have one loan outstanding at one time.

You can also learn about loans online at www.netbenefits.com or call 1-800-294-4015.

If you would like investment guidance or details please contact the Anne Seto from Morgan Stanley at 925-253-5340 or anne.seto@morganstanley.com .